

PEO EXW INSTRUCTION 4780.1

From: Program Executive Officer, Expeditionary Warfare

Subj: PROCEDURES FOR ADMINISTERING SERVICE CRAFT AND BOATS IN
THE U.S. NAVY

Ref: (a) SECNAVINST 5030.1L
(b) OPNAVINST 4780.6D
(c) PEO CLA Notice 4780 of 20 Mar 97 (NOTAL)
(d) OPNAVNOTE 5400 of 18 Jun 99
(e) Naval Ship's Technical Manual, NAVSEA S9086-TX-STM-010, Chapter 583 (Boats and Small Craft) (NOTAL)
(f) DoD 5000.2-R of 15 Mar 96 (NOTAL)
(g) SECNAVINST 5000.2B (NOTAL)
(h) U.S. Code, Title 10, Section 7304
(i) OPNAVINST 4730.5L (NOTAL)
(j) OPNAVINST 5420.70D
(k) OPNAVINST 4790.4C (NOTAL)
(l) Naval Ship's Technical Manual, NAVSEA S9086-CQ-STM-010, Chapter 081 (Waterborne Underwater Hull Cleaning of Navy Ships)
(m) NAVSEA Underwater Ship Husbandry Manual, Chapter 7, Non-Destructive Testing, NAVSEA S0600-AA-PRO-070
(n) OPNAVINST 4770.5 (NOTAL)
(o) OPNAVINST 4720.2G (NOTAL)
(p) NAVSEA SL720-AA-MAN-010 (FMP Manual) (NOTAL)
(q) Defense Base Closure and Realignment Act of 1990 (Public Law 101-510, as amended)
(r) Base Reuse Implementation Manual, DoD 4165.66-M
(s) NAVFAC P-307, Management of Weight Handling Equipment
(t) MIL-STD-1625C, Change 1 (NOTAL)
(u) SECNAVINST 11420.1 (NOTAL)
(v) SPCCINST 4441.170/A (NOTAL)
(w) Naval Vessel Register (S0300-A4-MAN-A10/(U))
(x) NAVSEA PCB Advisory 95-1 of 21 Feb 96 (NOTAL)
(y) System Certification Procedures and Criteria Manual for Deep Submergence Systems, NAVSEA SS800-AG-MAN-010/P-9290
(z) OPNAVINST 5100.19C
(aa) OPNAVINST 5090.1B

Encl: (1) Definitions
(2) Procedures for Establishing or Changing Allowances and Disposal of Service Craft and Boats
(3) Policy for Barges and Gigs

Draft 23 Sep 99

- (4) Commanders Authorized to Appoint Service Craft Material Inspection Boards
- (5) Service Craft Material Inspection Procedures
- (6) Overhaul Cycles for Active Service Craft
- (7) Service Craft Alteration Request
- (8) Service Craft Excess Processing Matrix

1. Purpose. This instruction sets forth procedures and responsibilities for service craft and boat acquisitions, allowance establishment, inventory management, material inspections, maintenance, modernization, logistics, and funding support. It provides basic references for the execution of responsibilities.

2. Scope. This instruction applies to all craft classified as combatant craft and service craft by reference (a) and to all boats listed in the Craft and Boat Support System (CBSS). For purpose of this instruction, combatant craft are considered as boats. As used herein, the term boats applies to boats supported by appropriated funds.

3. Definitions. See enclosure (1).

4. Discussion

a. By reference (b), the Chief of Naval Operations (CNO) assigned, except as set forth in paragraph 5.e., the Program Executive Officer, Expeditionary Warfare (PEO EXW (PMS325)) responsibility for executing the policies set forth in that instruction, including establishing allowances, assignments, and reassignments of service craft and boats. Unless a specific exemption is granted, allowances are assigned to the user command/activity, also referred to as the custodian. Authorized user command/activity service craft and boat allowances are listed in reference (c), and maintained up-to-date in the CBSS. The service craft Ship's Program Managers (SPMs) are responsible for the acquisition of all types of service craft assigned. PEO EXW (PMS325) is responsible for the acquisition of all types of U.S. Navy boats. User commands/activities desiring to procure their own boats must first obtain approval from PEO EXW (PMS325).

b. Funding for operation and maintenance of assigned service craft and boats will be provided via the responsible military chain of command, as specified in reference (d). Enclosure (1) lists those commands, referred to in this instruction as "support commanders", that provide funding for subordinate commands/

activities. The user command/activity is responsible for the administration, operation, manning, safety, security, development and submission of maintenance requirements budget, maintenance, and the stocking and replacement of repair parts for assigned service craft and boats. These responsibilities, and the responsibility for maintaining service craft and boats, are terminated only upon authorized reassignment or completion of disposal action(s).

5. Assignments of Service Craft and Boats to User Commands/Activities

a. Service craft and boat assignments will be validated by the user commands/activities annually, and will be reflected in the CBSS.

b. User commands/activities will comply with the provisions of enclosure (2) concerning the establishing or changing of service craft and boat allowances. An increase in service craft or boat allowance does not include an increase in personnel. Support commanders will ensure that there are sufficient billets and funds to man and maintain additional service craft and/or boats, or will separately establish billets and funding prior to submitting a request for an allowance increase.

c. If applicable, the number of persons or cargo requiring simultaneous water transport should be considered. In addition, excess capacity may be provided where added service craft and boats are necessary to maintain scheduled service.

d. Former Navy service craft, and those owned or previously owned by private and public agencies, will not be accepted into inventory unless a Material Inspection Board finds the craft fit for further U.S. Navy service.

e. Boats only.

(1) Except as indicated below, routine requests for establishment of or change to a boat allowance for ashore activities will be processed in accordance with the procedures listed in enclosure (2). In accordance with reference (b), the applicable CNO platform sponsor will establish or change boat allowances for the following categories:

(a) Barges and gigs. As stated in reference (b), boat allowances for barges and gigs are determined by CNO (N4), and are restricted to afloat commands and ashore commands, as set forth in enclosure (3).

(b) Ships and service craft. Ship and service craft boat allowances are established by the CNO platform sponsors. Unless a specific exception is granted, boat allowances are assigned to the user command/activity. Support commanders are authorized to effect temporary reassignments within their commands.

(2) The effect of the weight and moment of the boat, and its required stowage and handling equipment, on the military characteristics of the parent ship will govern ship's boat allowances.

(3) Support commanders may authorize a specific ship (custodian) to carry fewer boats than the allowance requirement on a temporary basis provided adequate boats remain on board to insure mission capability and safety-of-life at sea. Boats in excess of the established allowance will be returned to stock by the custodian and may not be carried by any other ship or service craft, except as cargo.

(4) Special purpose boats will not normally be assigned or used for general transportation of personnel or staff or for other miscellaneous uses that can be met by the authorized boat allowance.

(5) Boats may be used for Morale and Welfare purposes, on an occasional basis, when such use does not materially interfere with the official uses of the boat. Such use must be part of an established command program and each instance of use specifically approved by the commander or commanding officer of the boat user command/activity.

(6) Boats assigned to Fleet boat pools will be limited to support of the Fleet.

(7) Punts are consumables and are to be procured by the support commander/custodian direct from the manufacturer. Reference (e) provides purchase specifications for 14-foot punts.

(8) Boats that are beyond economical repair, as determined by support commanders, **due to inadequate maintenance,**

pilfering, or cannibalization will not be replaced by PEO EXW (PMS325) unless they meet the criteria established in reference (e). **PROPER BOAT MAINTENANCE IS THE RESPONSIBILITY OF THE USER COMMAND/ACTIVITY.** If receipt inspection of an excess boat reveals that it was not properly maintained, the former user command/activity will be requested to identify, via the chain of command, funding to return the boat to a ready-for-issue condition as specified in reference (e).

(9) Boats owned by public and private agencies that are accepted into inventory will be identified as non-standard boats.

6. Service Craft and Boat Information Management

a. PEO EXW (PMS325) is responsible for maintaining current inventory records for all service craft and boats, and for annually validating/updating this information with data provided by the user commands/activities. Service craft and boat inventory records will be maintained by PEO EXW (PMS325) in the CBSS. The CBSS will also be used by PEO EXW (PMS325), and all other SPMs, to maintain records of service craft and boat alteration development, hull applicability, and installation status (service craft only). The date of the last material inspection and the date of the next required material inspection will be recorded in the CBSS. To validate CBSS accuracy, PEO EXW (PMS325) will annually request that each user command/activity review and update hull data with responses provided via the applicable support commander. For service craft, this review will also include validation of SHIPALT applicability and installation data.

b. PEO EXW (PMS325) will develop and submit Program Objective Memorandum (POM) funding requirements for CBSS maintenance to CNO (N43).

7. New Requirements and Replacement of Service Craft and Boats.

a. To generate new requirements for service craft and boats, the Fleet user command/activity must follow the procedures listed in references (f) and (g). In accordance with references (f) and (g), the user command/activity will originate a Mission Need Statement, which shall be forwarded via chain of command and PEO EXW (PMS 325) to the applicable CNO platform sponsor. The CNO Platform sponsor is responsible to generate the Requirement Document (e.g., Operational Requirements Document (ORD) or Letter

of Requirement (LOR)) and coordinate its validation and approval. The approved requirements form the basis for input into the Navy's POM and budget process, and are used to initiate the necessary documentation, strategies, and plans to execute an acquisition program.

b. PEO EXW (PMS325), assisted as required by the support commanders and other SPMs, will develop and submit service craft and boat POM funding requirements to CNO platform sponsors. The POM will be based upon validated replacement requirements and approved, but unfilled, service craft and boat allowances.

8. Policy for Landing Craft Air Cushion (LCAC) Program. The LCAC program is centrally managed by PEO EXW (PMS377). LCAC assets will be maintained in the CBSS inventory for record purposes only. PEO EXW (PMS377) has total acquisition and life cycle management responsibility for LCACs. PEO EXW (PMS377) will manage the inventory, modernization, replacement, and disposal of LCAC type combatant craft.

9. Policy for Oil Spill Response Program Boats and Ship Waste Off-Loading Barge (SWOB). The Oil Response Program is centrally managed by the Naval Facilities Engineering Service Center (NFESC), Port Hueneme, California on behalf of the Naval Facilities Engineering Command. Boat assets in support of this program shall be assigned hull registry numbers in accordance with reference (e) and will be maintained in the CBSS inventory. NFESC will manage inventory and replacement of these assets; final disposition of excess boats will be coordinated with PEO EXW (PMS325). SWOBs are neither a service craft nor a boat, and are not maintained in the CBSS inventory. Final disposition of excess SWOBs is the responsibility of the user command/activity, similar to plant property.

10. Service Craft and Boat Utilization

a. The user command/activity shall maintain utilization data for all service craft and report this information as part of the annual CBSS update.

b. Utilization reports are not required for boats, except for barges and gigs.

11. Reclassification.

a. Service craft are not to be modified to perform other than their intended mission without CNO approval. When a service craft must be permanently modified/reconfigured to perform a mission for which it was not originally designed or intended, because of functional requirements or user command/activity needs, the service craft must be reclassified as another type of service craft listed in reference (a). Procedures for reclassification of service craft are included in enclosure (2).

b. Boats shall not be reclassified.

12. Service Craft Material Inspections

a. Reference (h) prescribes that the Secretary of the Navy (SECNAV) shall designate boards of naval officers to examine naval vessels at least once every three years, if practicable, and to make recommendations to the SECNAV as to which vessels, if any, should be stricken from the Naval Vessel Register. For service craft naval vessels, these inspections are accomplished through the Service Craft Material Inspection Program (SCMIP), as described in this instruction, and as provided for by reference (i). Material inspections will be performed for the purpose of determining and reporting a service craft's fitness for further service and material conditions which limits its ability to carry out assigned missions.

b. PEO EXW (PMS325) is responsible for administering and executing the SCMIP. This responsibility includes submission of POM funding requirements to CNO(N43) to develop and maintain service craft inspector certification/standards. The service craft Planning Yard, Naval Shipyard Puget Sound Detachment (NAVSHIPYD Puget Sound Det Boston MA) (Code 284), will assist PEO EXW (PMS325) in administering the program. Service craft material inspections will be directed by board authorities (commanders listed in enclosure (4)), who will appoint Material Inspection Boards to inspect service craft within their jurisdiction, and arrange for inspection support (e.g., gas free engineers) from regional maintenance authorities. Per reference (b), the President, Board of Inspection and Survey (PRESINSURV) will actively monitor the effectiveness of the program by reviewing the program, as administered by PEO EXW (PMS325) and executed by the various board activities. PRESINSURV is required by reference (b) to submit to CNO (N43) a letter report, with

copy to PEO EXW (PMS325) and the Board Authorities, describing the results of oversight visits conducted during the previous year.

c. Normally a service craft's material inspection will be scheduled three years from the previous inspection. If the service craft is not inspected by that date, it will be considered overdue. (Note: inspection intervals are based simply on calendar months since last inspection. Time spent in depot level maintenance is included in this interval.) At no time will the interval between material inspections exceed 54 months. If the 54-month maximum limit would occur during a scheduled depot level maintenance availability, the inspection due date will be adjusted to occur during the six months prior to the maintenance period. Whenever practicable, inspections will be held sufficiently in advance of a maintenance availability to permit incorporation of appropriate Material Inspection Board repair and alteration recommendations in the authorized work package. Material inspections will be conducted and reported in accordance with enclosure (5).

(1) Prior to the start of each fiscal year, PEO EXW (PMS325) will provide each board authority with a listing of service craft requiring a material inspection within the fiscal year.

(2) Upon receipt of the PEO EXW (PMS325) listing, each board authority will publish an inspection schedule for the fiscal year to ensure that all service craft under their jurisdiction are inspected during the fiscal year. Reports of material inspection will be submitted to the board authority by the senior board member within 20 days of the inspection. The board authority will endorse the inspection report and forward it within 30 days of the inspection.

(3) PEO EXW (PMS325) assisted by NAVSHIPYD Puget Sound Det Boston, will provide an operational capabilities list for each service craft to the board authority and custodian. This list will be used by the inspection team to ensure the craft's capabilities are thoroughly inspected.

d. When a service craft is found unfit for further service, this shall be reported to the Deputy Assistant Secretary of the Navy (Ship Programs) (DASN(SHIPS)) via PEO EXW (PMS325) and CNO (N43).

e. PEO EXW (PMS325) will develop and submit POM funding requirements to CNO (N43) to develop and maintain service craft material inspection certification standards.

f. Per reference (j), the PRESINSURV is responsible for conducting acceptance trials of service craft built by and for the U.S. Navy. PRESINSURV may appoint a Service Craft Material Inspection Board to function as a semi-permanent board of inspection and survey to conduct acceptance trials of new construction service craft, when inspection by permanent INSURV boards is not practicable.

13. Service Craft Maintenance and Alteration

a. Service Craft Maintenance

(1) Active Service Craft

(a) Each user command/activity will establish a service craft maintenance program following the policies and procedures contained in reference (k).

(b) Active service craft will be scheduled for Regular Overhaul (ROH) in accordance with the intervals stipulated in enclosure (6). Service craft shall have underwater hull inspections during pre-overhaul test and inspection to determine if drydocking is required. Additional underwater hull inspections shall be conducted whenever damage or deterioration is suspected, or as specified by the applicable support commander. Reference (l) procedures apply for conduct and reporting of service craft underwater hull inspections. Based on Material Inspection Board findings and recommendations and a current underwater hull inspection report, ROHs may be expedited to maintain the asset in a safe operable condition, or delayed to avoid unnecessary overhaul. To defer a ROH, the craft custodian will submit a request through the chain of command, including the cognizant SPM, to PEO EXW (PMS325), providing justification of the deferral and a rescheduled date. Deferral requests must be accompanied by a copy of the craft's most current Material Inspection Report prepared following enclosure (5) format, a current underwater hull inspection report, the number and condition of zincs, and a current hull thickness report performed in accordance with reference (m) procedures. Deferral requests cannot exceed one full overhaul cycle for craft type, as listed in enclosure (6). Additionally, YD type service craft deferrals

will require annual underwater hull and zinc inspections during the deferral period. These inspections should coincide with the annual crane certification inspection, and reports will be submitted to the SPM for evaluation. The effectiveness of the user command/ activity service craft maintenance program, established in accordance with reference (k), will be considered by PEO EXW (PMS325) when reviewing a request for ROH deferral. PEO EXW (PMS325) will provide a letter response, with copy to the applicable service craft material inspection board authority, and will update the CBSS to reflect authorized ROH deferrals. PEO EXW (PMS325) will also monitor the service craft maintenance program to ensure that ROHs are being accomplished according to schedule in enclosure (6), or have been authorized a deferral. Service craft that do not meet required maintenance standards will be reported to the support commanders for resolution.

(2) Service craft on lease or loan will be maintained in accordance with the terms and conditions of the lease or loan agreement.

(3) Following reference (n) procedures, service craft Out of Service, In Reserve (OSIR) will be maintained under the same standards as ships Out of Commission, In Reserve (OCIR) assigned to the Navy Inactive Ship Maintenance Facilities (NISMFs).

b. Service Craft Ship Alterations (SHIPALTs)

(1) Policy:

(a) Service craft are modernized within the Fleet Modernization Program (FMP), as described in reference (o). CNO (N43) is the resource sponsor for the modernization of service craft within the FMP. Following reference (p) FMP policies and procedures, SPMs are responsible for developing and executing separate modernization programs for their respective types of service craft.

(b) To ensure accomplishment on service craft, SHIPALT Category One (Safety and Mandatory) alterations, will be categorized as either a Title "K" or Title "K-P" type alteration in accordance with reference (o). Procedures listed in references (o) and (p) will be followed for classification of all other service craft alterations.

(2) Responsibilities:

(a) Fleet requests for development of service craft SHIPALTs shall be prepared in accordance with reference (p), using the format provided by enclosure (7), and forwarded to the Navy Crane Center (NCC Lester PA) (Code 09W) for YD, YFP, YMN, and YPD Class service craft; to the Commander, Naval Sea Systems Command (COMNAVSEASYS COM) (SEA 08) for YRR Class service craft; to COMNAVSEASYS COM (PMS395) for DSV, DSRV, and NR Class service craft; and to the PEO EXW (PMS325) for Floating Drydocks and all other classes of service craft.

(b) Upon receipt of an alteration development request, the SPM will determine if the request warrants an alteration based on operational and economical justification. For approved requests, the SPM will initiate preparation and approve Justification Cost Forms (JCFs). Procedures for preparation of JCFs are contained in Volume 2 of reference (p). The SPM will task the development of a Ship Alteration Record (SAR) based on program priorities and available funds.

(c) For each POM submittal, the SPMS will develop and submit separate proposed modernization plans to CNO (N43) containing an enclosure listing Title "K", "K-P", and "D" prototype installations.

(d) Programming of an alteration for accomplishment will be based on program funds and alteration priority. SHIPALT priorities will be established during the annual Service Craft and Boats Support Commander's Conference as agreed upon between CNO (N43), the SPMS, and support commanders.

(e) Title "K-P" SHIPALTs are pierside installations to be accomplished on a schedule agreed upon by the user command/activity and installation activity any time during the year for which they are programmed. Title "K" SHIPALTs are normally done only during a ROH period for the service craft. Support commanders must prioritize, budget, and manage installation of Title "D" and "F" service craft alterations.

(f) Procedures for reporting completion of SHIPALT installations during a ROH, by an alteration installation team, or by user command/custodian personnel are contained in references (k) and (p). The SPM will manage its service craft SHIPALT development, applicability, budget, and installation programs within the CBSS. In addition, SHIPALT installations

shall also be reported to PEO EXW (PMS325) for CBSS update as part of the annual SABAR validation, as discussed in paragraph 6.

14. Service Craft Excessing and Disposal

a. Requests to excess any service craft, including a recommendation to place the service craft in mobilization storage, shall be submitted via the chain of command and applicable SPM to PEO EXW (PMS325), following the procedures in enclosure (2).

b. Craft Fit For Further Service. Upon reporting that a service craft is excess to the assigned user command/activity and support commander, PEO EXW (PMS325) will screen the craft via naval message to all support commanders, user commands/activities, Navy International Programs Office, other Department of Defense activities, Maritime Administration, U.S. Coast Guard, and the National Oceanic and Atmospheric Administration. The reutilization screening message will include the service craft type, hull number, year built, material condition, and current user command/activity. Service craft that are not fit for further service do not require reutilization screening.

c. Craft Not Fit For Further Service. If at any time other than as a result of a routine material inspection, a user command/activity is of the opinion that a service craft is no longer fit for further service, it will request that the local board authority conduct a special material inspection of the craft. This inspection will be conducted and reported in accordance with enclosure (5).

d. Unless a service craft is transferred to another user command/activity, PEO EXW (PMS325) will send a written request to DASN(SHIPS) via CNO (N43) recommending that service craft found not fit for further service or fit for further service but in excess to Navy requirements, be stricken from the Naval Vessel Register. The user command/activity, support commander, NAVSHIPYD Puget Sound Det Boston MA (Code 284), NAVSEA Shipbuilding Support Office (Code 2940.8), Norfolk Naval Shipyard Detachment, Philadelphia, PA (NAVSHIPYD Norfolk Det NAVSHIPSO Philadelphia PA), and the cognizant service craft SPM will be notified upon DASN(SHIPS) approval for strike.

e. PEO EXW (PMS325) shall authorize disposal of service craft after receipt of a DASN(SHIPS) strike decision. PEO EXW

(PMS333) has program management responsibility for service craft disposal.

f. General instructions for inactivation, safe stowage and disposal of service craft, including donations, programming and funding responsibilities, are contained in reference (n).

g. Enclosure (8) shows the various steps required to process service craft reported as excess and fit for further service, or not fit for further service and recommended for strike and disposal action. Special procedures are also shown in enclosure (8) for disposing of service craft assigned to user commands/activities selected for realignment or base closure under reference (q). Reference (r) provides supplemental guidance to carry out the regulations for base closure.

15. Boat Maintenance, Inspection and Alteration

a. Boat Maintenance

(1) Each user command/activity (custodian) will establish a boat maintenance program following policies and procedures contained in references (e) and (k).

(2) User commands/activities are required to schedule and budget for depot availabilities to ensure boats are maintained in a safe and serviceable condition. Local records of depot availabilities and costs shall be maintained.

(3) The user command/activity will periodically inspect to ensure maintenance is being performed to keep boats in a safe and serviceable condition. Reference (e) provides guidelines for these inspections. Reports should be retained locally for review to ensure proper maintenance is being conducted.

(4) If boat utilization warrants industrial level repair because of engine hour accumulation, significant hull repair requirements or documented change in stability, high value boats such as LCU's, EOD(SC)'s, and TWR's should be scheduled for a depot availability after 48-60 month operating periods. There are no established depot availability cycles for standard boats. Major maintenance on ship's boats is routinely scheduled concurrent with the ship's depot availability, in addition to periodically required maintenance and repair. Boats assigned ashore should receive routine maintenance, with user commands

establishing depot availability cycles based on local conditions, utilization, and type of boat. Boat depot availabilities should be scheduled based on the installed PMS requirements for each boat type. Boats normally left in the water should be hauled at intervals of six months to two years for bottom cleaning and preservation. Wood hull boats operating in tropical waters require hauling at six-month intervals; steel hull craft operating in temperate waters require hauling at less frequent intervals. Aluminum hull boats should be hauled at 12-18 month intervals for inspection and hull cleaning/preservation.

b. Boat Alterations (BOATALTs)

(1) Boat modernization is not included in the FMP.

(2) Before boat alteration action can be initiated, the user must forward an alteration request to PEO EXW (PMS325) via the support commander. As a minimum, the request must provide justification for the alteration, citing safety, logistics problems, increased capabilities, and include a basic cost benefit analysis. PEO EXW (PMS325) will review the request, conduct additional cost benefit analyses as needed, and will determine if the alteration development and implementation is economically and/or operationally justified. PEO EXW (PMS325) will prioritize and develop the alteration. Unfunded alterations will be addressed in the POM for future funding. Requesting user activities/commands may fund the alteration development. Policy and procedures for the development and approval of BOATALTs is contained in reference (e).

(3) Boat support commanders must prioritize, budget, manage, and report installation of BOATALTs to PEO EXW (PMS325).

16. Boat Excessing and Disposal. When assigned boats (1) meet the service life criteria identified in reference (e); (2) are no longer economically repairable; (3) or are in excess of requirements, a Boat Inspection Report shall be completed following reference (e) procedures, and forwarded to NAVSURFWARREN Det Norfolk VA via the support commander for disposition instructions. For additional information on boat disposition, see enclosure (2). **PROPER BOAT MAINTENANCE IS THE RESPONSIBILITY OF THE USER COMMAND/ACTIVITY.** If receipt inspection of an excess boat reveals that it was not properly maintained, PEO EXW (PMS325) is authorized to request, via the chain of command, that the former user command/activity identify funding to return the boat to a serviceable condition.

17. Annual Service Craft and Boats Conference. PEO EXW (PMS325) will conduct an annual Service Craft and Boats Support Commander's Conference. The purpose of this conference is to discuss service craft and boat management responsibilities, review policies and procedures for program execution, and to provide a forum for sponsors, the program manager, and the Fleet to collectively discuss issues of mutual interest for the general administration of service craft and boats in the U.S. Navy.

18. Certification of Floating Cranes. All floating cranes shall be certified in accordance with reference (s). Certification by the certifying official and third party certification by NCC as an Operational Safety and Health Act (OSHA) approved certification agency for OSHA requirements, ensures the safe lifting and controlling capability of the weight handling equipment on floating cranes as well as proper maintenance of the barge platform.

19. Certification of Floating Drydocks. All floating drydocks used by Navy ships shall be certified in accordance with reference (t). The user will specify the lifting capacity required and COMNAVSEASYSCOM (SEA 04XQ2) will specify certification requirements to meet that capacity in accordance with data submitted. If a situation requiring use of an uncertified dock arises, the user must request interim certification from COMNAVSEASYSCOM (SEA 04XQ2), the Navy's technical authority for granting interim certification.

20. Leasing of Floating Drydocks. COMNAVSEASYSCOM (SEA 028) is responsible for lease of Navy-controlled, non-excess floating drydocks following procedures contained in reference (u).

21. Logistics Support of Service Craft and Boats

a. Service Craft. Service craft shall be supported by an allowance document (i.e., Coordinated Shipboard Allowance List (COSAL) or Coordinated Shorebased Allowance List (COSBAL)) in accordance with program requirements.

b. Boats. Ship's boats shall be supported by a COSAL or COSBAL composed of 72 series BAPLs and applicable Allowance Equipage Lists (AELs) in accordance with program requirements.

22. Supply Support. Service craft and boats spares and repair parts shall be requisitioned by the service craft or boats user command/activity unless otherwise determined as a result of initial program requirements. The user command/activity shall procure applicable spares and repair parts utilizing command applicable operating funds.

23. Configuration Management. User command/activities shall follow procedures in references (k) and (v) to document and report applicable configuration changes (e.g., Service Craft Alterations, Boat Alterations, Alteration Installation Teams, and Alterations Equivalent to a Repair) for service craft and boats. Authorized configuration changes shall be reported to the cognizant CDM, SPM, and Planning Yard.

24. Technical Data. Technical Data shall be provided as specified in the applicable service craft or boat contract. Applicable technical data (i.e., Craft Information Book, Boat Information Book, Commercial Off-The-Shelf Technical Manuals, and as-built drawings) will be provided with each craft or boat. Additionally for boats, depreservation and reactivation instructions shall be produced and made available to the user activities/commands. Boat procurements through the GSA schedule will not have Boat Information Books nor as-built drawings.

25. Reports and Forms

a. The reports required by this directive are exempt from reports control by SECNAVINST 5214.2B.

b. Report of Service Craft Material Inspection OPNAV 4780/3 form is provided as TAB B to enclosure (5).

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 28F2 (Logistics Group Western PAC)
 28G (Mine Division)
 28I (Craft of Opportunity Mine Squadron and Unit)

Distribution (Cont'd):

SNDL 28J (Combat Logistics Group, Squadron and Support Squadron)
 28K (Submarine Group and Squadron)
 28L (Amphibious Squadron)
 29 (Warships)(Less 29N, 29Q, and 29S)
 31 (Amphibious Warfare Ship)
 32 (Auxiliary Ships)
 35 (Historical Warship)
 36D (Deep Submergence Rescue Vehicle (DSV)(DSRV))
 39C (Construction Regiment)
 39E (Amphibious Construction Battalion)
 39G (Underwater Construction Team)
 41A (Commander Military Sealift Command)(2)
 41B (Military Sealift Command Area Commanders)
 42A (Fleet Air Command)
 42P1 (Patrol Wing and Squadron LANT (VP)(VPU))
 42RR (Air Reserve Force)
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 C58M (School, Explosive Ordnance Disposal Detachment)
 C60D (Fleet Surveillance Support Command Detachment)
 C84 (Shore Based Detachments, SEASYS COM)
 D3A (International Programs Office)
 E3A (Laboratory, Research)
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 FA31 (Expeditionary Warfare Training Group Atlantic)
 FA44 (Support Facility)
 FA46 (Public Works Center)(2)
 FA50 (Trident Refit Facility)
 FB5 (U.S. Naval Activities)(NAVACTS Guam, only)
 FB6 (Air Facility)
 FB7 (Air Station)
 FB8 (Fleet Technical Support Center, Pacific, Code 401)

Distribution (Cont'd):

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 FB21 (Amphibious Base)(2)
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 FC5 (Support Activity)
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 FF1 (District, Naval, Washington)
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 FKM11 (Fleet and Industrial Supply Center)
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 FKM13 (Navy Inventory Control Point)
 FKM14 (Navy Inventory Control Point)

Distribution (Cont'd):

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 FKN3 (Construction Officer in Charge)(OICC Trident Kings
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 FKP7 (Shipyard)
 FKP8 (Shipbuilding, Conversion and Repair, USN)
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 FKP21 (Sea Logistics Center)
 FKP23 (Nuclear Power Training Unit)
 FKQ6C (Command Control and Ocean Surveillance Center RDT&E
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 FT31 (Training Center)
 FT35 (Amphibious School)
 FT38 (Submarine Training Center)
 FT44 (Diving and Salvage Training Center)
 FT45 (Explosive Ordnance Disposal, Naval
 School)(NAVSCOLEOD Indian Head, MD, only)

Distribution (Cont'd):

SNDL FT86 (Small Craft Instruction and Technical Training
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FT99 (Special Warfare Center)
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V16 (Base, Marine Corps)

OPNAV (N1, N4, N42, N43(25), N46, N6, N7, N8, N85, N86,
N865, N87, N88, N09B, N091, N095, and N096)

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DEFINITIONS

1. Board Authority. A commander authorized to appoint and convene service craft material inspection boards. Enclosure (4) lists these commanders.

2. Boats. A classification of craft which comprises generally the self-propelled craft carried on-board ships to operate in and around naval activities and similar use. These include landing craft, standard Navy design, commercial and non-developmental small boats, including Rigid Inflatable Boats (RIBs). Other inflatable boats and rafts are not managed as boats. Punts are not included in the CBSS inventory because they are not plant property and not part of the boat inventory.

3. Boat Allowance List (BAL). The BAL is the initial allowance/configuration list developed for new construction boats. It serves as the source document for development of the Boat Allowance Parts List (BAPL) for small boats/combatant craft, ships, and ashore activities; and for development of the Coordinated Shipboard Allowance List (COSAL) and/or Coordinated Shorebased Allowance List (COSBAL).

4. Boat Allowance Parts List (BAPL). A BAPL is prepared for each boat regardless of the source of the boat as long as full Provisioning Technical Documentation (PTD) is prepared and provided. Any subsequent variations in installation that create a change in support will require updating the individual boat APL. BAPLs are assigned Repairable Item Codes (RICs) in the 72 series and are unique to the boat to which assigned. There is a direct correlation between the BAPL RIC and the hull registry number. The BAPL provides the following information:

- a. Boat type and hull registry number.
- b. Characteristics of the boat.
- c. Construction drawing number and revisions thereto (includes as-built drawings and revisions).
- d. Equipment and equipage required to operate and maintain the boat. Equipment will be identified by equipment nomenclature, RIC number, Allowance Parts List (APL) number, and quantity installed. Equipage will be identified by Allowance Equipage List (AEL) number, AEL title, and column number.

e. Technical Manual number and titles that are applicable to the boat and installed equipment. Boat Information Book (BIB) numbers are to be included.

f. A top down breakdown of all spares for non-APL worthy units.

g. A defined quantity of non-standard spare and repair parts required to provide initial supply support.

5. CNO Platform Sponsor. The OPNAV Principal Officials (N1, N4, N42, N43, N46, N6, N7, N8, N85, N86, N865, N87, N88, N09B, N095, and N096) assigned responsibility for service craft and/or boat user command/activity mission requirements oversight, allowance approval for afloat activities, and funding support.

6. Configuration Data Manager (CDM). A designated activity, assigned by ship or service craft class by the Ship's Program Manager (SPM), having total responsibility for the completeness and accuracy of the Ships Configuration and Logistics Support Information (SCLSI) database.

7. Configuration Management. Technical and administrative direction and surveillance actions taken to identify and document functional and physical characteristics of an item; to control changes to an item and its characteristics; and to record and report the change processing and implementation status.

8. Coordinated Shipboard Allowance List (COSAL). The basic documents for assembling and placing onboard equipment/component repair parts and special tools, equipage, and supplies. The documents also provide essential information for shipboard management of the material (e.g., identification, requisitioning, stowage, inventory, and maintenance of stock records). The COSAL is prepared by the government and delivered to the activity during the shipbuilding time frame.

9. Coordinated Shorebased Allowance List (COSBAL). A document for a specific shore activity which lists installed equipment for which the Naval Inventory Control Point (NAVICP) has program responsibility. It includes all repair parts required for operation and maintenance for a specified time period (usually two years). This document identifies the spare and repair parts required to support all the installed equipment at the shore activity.

10. Craft and Boat Support System (CBSS). The management information system developed and maintained by PEO EXW (PMS325) to execute service craft and boat life cycle management programs, including acquisition, inventory control, maintenance and modernization from vessel requirement identification through disposal. CBSS is accessible to all commands responsible for service craft and boat management, including Fleet users.

11. In-Service Engineering Agent (ISEA). An activity delegated support functions by a system technical manager for the overall engineering, test, maintenance, and logistics requirements incident to a specific operational environment. Naval Shipyard Puget Sound, Bremerton, WA is the default ISEA for all systems without an assigned ISEA on YTT type service. Naval Shipyard Puget Sound Detachment Boston, MA (NAVSHIPYD Puget Sound Det Boston MA) is the default ISEA for all other types of service craft. The boat ISEA is the Naval Surface Warfare Center, Detachment Norfolk, Carderock Division, Suffolk, VA (NAVSURFWARCEN Det Norfolk VA).

12. Planning Yard. The activity responsible for all phases of alteration development in support of depot and other scheduled availabilities. For service craft, reference (p) details Planning Yard functions, responsibilities, and assignments. The Boat Planning Yard is NAVSURFWARCEN Det Norfolk VA. For most service craft, the Planning Yard is NAVSHIPYD Puget Sound Det Boston MA.

13. Reactor Service Barges. Non-self-propelled vessels designed to operate solely in support of reactor compartment disposals. These craft are managed solely by COMNAVSEASYS COM (SEA 08) and are accounted for as shipyard plant property.

14. Regular Overhaul (ROH). An availability for the accomplishment of general repairs and alterations at a naval shipyard, private shipyard, or other shore based repair activity, normally scheduled in advance with an established cycle.

15. Service Craft. A classification of waterborne craft which comprises generally the waterborne utilitarian craft not classified as ships or boats, designed to operate in coastal and protected waters and provide general support to combatant forces and shore establishments. Service craft are designated by type in reference (a), and listed in the CBSS and in reference (w).

They are stricken and disposed of only when authorized by the DASN(SHIPS).

16. Service Craft and Boat Accounting Report (SABAR). A CBSS report listing all U.S. Navy service craft and boats assigned to user commands/activities, except boats assigned to unified commands, e.g. SOCOM, TRANSCOM, etc.

17. Ship Configuration and Logistics Support Information System (SCLSIS). A configuration status accounting system that directly supports Fleet maintenance and material readiness. It encompasses the automated data processing systems and all practices and procedures used in status accounting of ship's configuration and logistics support. SCLSIS addresses all configuration-worthy units necessary for the operation, maintenance, modernization, and support of shipboard and shorebased equipment, including service craft and boats.

SCLSIS provides for technical data reviews and configuration management audits. SCLSIS maintains the SCLSI database at Navy Inventory Control Point, Mechanicsburg, PA, for ships, service craft, and selected shore stations. The SCLSI database is the central repository and source data file for information on ship configuration and associated logistics support. It also provides the Weapon System File (WSF) with the equipment and configuration needed for supply support.

18. Ship Waste Off-Loading Barge (SWOB), Non-Self-Propelled. SWOBs are designed to receive, hold, and transfer oily waste or sewage in harbors. Oily waste is pumped by ships to the SWOB, which transports the waste to pierside reclamation or disposal facilities. SWOBs are plant account equipment assigned by COMNAVFACENGCOM for use in the Navy's Pollution Abatement Program. SWOBs are neither service craft nor boats, and are not maintained in the SABAR inventory.

19. Ship's Program Manager (SPM). The headquarters organization or office having technical and logistics responsibility for a class or classes of service craft throughout their life. SPM responsibilities include: acquisition program management, technical engineering support, equipment/systems certification, and modernization including budgeting of funds required to develop and install ship alterations (SHIPALTs). SPMs for service craft are as follows:

- a. For YRR: COMNAVSEASYSKOM (SEA 08)
- b. For DSV, DSRV, and NR: COMNAVSEASYSKOM (PMS395)
- c. For YD, YFP, YMN, and YPD: Navy Crane Center (NCC Lester PA)(Code 09W)
- d. For Floating Drydocks and all other classes of service craft: PEO EXW (PMS325)

20. Support Commander. A first/second echelon commander who has budgeting and funding responsibility for support of service craft and boats assigned to their subordinate activities. The support commanders for service craft and boats are:

- Chief of Naval Operations
- Commandant of the Marine Corps
- Chief of Naval Personnel
- Chief of Naval Research
- Commander in Chief, U.S. Pacific Fleet
- Commander in Chief, U.S. Atlantic Fleet
- Commander in Chief, U.S. Naval Forces, Europe
- Commander, Mine Warfare Command
- Chief of Naval Education and Training
- Commander, Naval Reserve Force
- Director, Strategic Systems Programs
- Commander, Naval Sea Systems Command (SEA 00C, 04X1, 04X2, 08, PMS308, PMS395, COMNAVSURFWARCEN, COMNAVUNSEAWARCEN, and COMNAVORDCEN)
- Commander, Naval Air Systems Command
- Commander, Naval Supply Systems Command
- Commander, Naval Facilities Engineering Command
- Commander, Military Sealift Command
- Commander, Naval Security Group Command
- Commander, Space and Naval Warfare Systems Command
- Commander, Naval Computer and Telecommunications Command
- Commander, Naval Intelligence Command
- Commander, Naval Meteorology and Oceanography Command
- Commandant, Naval District, Washington, D.C.
- Superintendent, United States Naval Academy
- President, Naval War College
- Superintendent, Naval Postgraduate School

21. Technical Manual Maintenance Activity (TMMA). An activity responsible for life-cycle maintenance of Technical Manuals for Service Craft and Boats.

22. Technical Support Agent (TSA). An activity delegated to act on technical matters pertaining to provisioning. This would include receiving PTD, verifying complete coding of PTD, forwarding PTD for further processing, and participating in provisioning conferences.

23. User Command/Activity (Users or Custodians). The command/activity which has been assigned physical custody of a service craft or boat. Users of service craft and boats are responsible for the administration of all records, operation, manning, safety, security, development and submission of maintenance requirements budgets, maintenance, and stocking and replacement of spare parts. User commands/activities are also referred to as service craft and boat custodians.

24. Weapon System File (WSF). The central computerized repository for configuration and logistics information on equipment installed in Navy ships, service craft, aircraft, and selected shore activities.

PROCEDURES FOR ESTABLISHING OR CHANGING
ALLOWANCES, EXCESSING, AND DISPOSAL OF SERVICE CRAFT AND BOATS

1. Allowance Requirements and Authorizations for Service Craft

a. Requirements

(1) The user command/activity shall examine alternatives for satisfying a requirement by comparing the cost, responsiveness, and reliability of each.

(2) If no alternatives are satisfactory, the user command/activity shall submit the requirements via chain of command and the applicable SPM to PEO EXW (PMS325), explaining the need and giving a brief account of alternatives examined (cost, responsiveness, and reliability).

(3) Intermediate commands shall evaluate the requirement for each allowance change, forwarding concurring endorsements via the chain of command and returning non-concurrences to the user command/activity.

(4) PEO EXW (PMS325) will advise approval/disapproval of each allowance change request by letter or message to the requesting user command/activity and the applicable support commander, with a copy to CNO (N43), the SPM, and the CNO platform sponsor.

b. Authorizations

(1) If the allowance increase request is approved and an asset is available, it will be assigned by PEO EXW (PMS325) via letter or message. PEO EXW (PMS325) will record transfer of the asset from the losing to the gaining user command/activity in the CBSS. The losing user command/activity will provide the gaining user command/activity with any changes since the last CBSS validation, with a copy to PEO EXW (PMS325). To formalize craft receipt, the transferring activity will prepare a DD Form 1149, Requisition and Invoice/Shipping Document. The PEO EXW (PMS325) letter or message directing the transfer shall be cited in the form in Block 9, Authority or Purpose. Upon receipt of the craft, the receiving activity will sign and date the DD Form 1149 and forward a copy to PEO EXW (PMS325) and NAVSEA Shipbuilding Support Office (NAVSHIPSO Code 2940.8), Norfolk Naval Shipyard Detachment Philadelphia. For any service craft transfer, the gaining command is responsible for arranging the

Enclosure (2)

transfer and all associated costs. The losing command is responsible for correction of all depot level availability discrepancies and any safety deficiencies prior to transfer to a U.S. Navy gaining command, or to obtain written approval from the gaining command that the craft will be accepted in an as-is condition. The losing command will provide a copy of the latest material inspection report to the gaining command.

(2) If assets are not available for an approved allowance change requirement, PEO EXW (PMS325) will include the requirement in the next service craft new requirement/replacement POM budget submission to CNO (N43). The allowance authorization will be established by PEO EXW (PMS325) letter or message to the requesting user command/activity and the applicable support commander, with a copy to the applicable SPM. PEO EXW (PMS325) will include the authorized unfilled allowance in the next annual update of the SABAR.

(3) If the new allowance requirement is not approved, PEO EXW (PMS325) will notify the requesting user command/activity and the support commander by letter or message, with a copy to the platform sponsor and SPM.

c. Replacement Requirements

(1) For service craft determined to be unfit for further service as a result of a routine or special material inspection, the user command/activity shall indicate whether a replacement is required.

(2) User commands/activities will project when the service craft will require replacement. If the service craft will require replacement within the next ten fiscal years, this information will be provided to PEO EXW (PMS325) as part of the annual CBSS validation/update, and included in all material inspection reports.

d. Reclassification Requests. To reclassify a service craft, the user command shall submit a letter, via the chain of command and PEO EXW (PMS325), to CNO (N43) requesting service craft reclassification. State the current classification and mission, the proposed classification and mission, and list modifications. PEO EXW (PMS325) supporting endorsements sent to

CNO (N43) will include a draft OPNAV notice that upon release will authorize reclassification. Service craft reclassifications will be included in the Naval Vessel Register and the CBSS.

e. Request for Disposition of Excess Service Craft

(1) Service craft excess processing procedures are shown in enclosure (8). The user command/activity shall report excess service craft via the chain of command and applicable SPM, to PEO EXW (PMS325). The term "excess" means that the user command/activity has no present or future requirements for the craft. The excess report must be accompanied by a report of a material inspection conducted within the previous twelve months by a service craft Material Inspection Board.

(2) The support commander may recommend reassignment of excess craft to another activity within claimancy, retention as mobilization assets at the current user command/activity or at a NISMF, or declare it excess to claimancy requirements. Recommendations for retention within the claimancy shall comply with subparagraph 1a.

2. Disposal of Service Craft

a. Service craft that are determined to be unfit for further service or in excess of Navy requirements will remain with the user command/activity until disposal actions are completed. General instructions for inactivation and disposal of service craft are contained in reference (n).

b. Excess service craft determined by PEO EXW (PMS325) for retention as mobilization assets will be relocated to a designated NISMF for long term storage. The user command/activity will deliver the service craft to the NISMF designated by PEO EXW (PMS325). Specific inactivation procedures and funding responsibilities are contained in reference (n).

c. Special Procedures for Disposal of Service Craft at Base Realignment and Closure (BRAC) Activities:

(1) Following reference (q) and (r) policy and procedures, and as described in enclosure (8), BRAC activities will determine service craft requested to be retained for reuse by local redevelopment authority (LRA) and provide a summary report of all craft assigned, including excess availability dates, to PEO EXW (PMS325) via the applicable support commander.

This summary report must be accompanied by a report of material inspection conducted within the previous twelve months by a service craft Material Inspection Board for each craft assigned. The BRAC user command/activity will request that the local board authority conduct special material inspections, as required.

(2) Service craft authorized for transfer to the LRA will undergo standard disposal environmental testing and remediation, if required, prior to transfer. The transferring BRAC activity is responsible for accomplishing all required environmental testing, including polychlorinated biphenyl (PCB) sampling and analysis surveys in accordance with established protocols, reference (x). If the sampling and analysis surveys reveal regulated concentrations of PCBs, transfer to the LRA will not occur until the LRA arranges for environmental clean-up or negotiates an LRA/Environmental Protection Agency (EPA) PCB compliance agreement or other agreement concerning the management of unauthorized PCB items on board.

(3) The support commander will determine and advise PEO EXW (PMS325) of BRAC activity service craft which are:

(a) required for operation of a unit, function, or component transferring to another installation, or

(b) required for the operation of another activity within the claimant for carrying out the activity's primary mission (Service craft in this category can only be categorized as "not available for reuse" after consultation with the LRA. With respect to disputed service craft, the approval of the Assistant Secretary of the Navy (Installation and Environment (ASN (I&E)) is required.), or

(c) requested for retention by the local LRA, or

(d) determined to be in excess of both support commander and LRA reuse requirements.

(4) PEO EXW (PMS325), upon receipt of the support commander's endorsement, will:

(a) determine if any of the BRAC activity craft are required for the operation of a unit, function, or component

of another support commander (Service craft in this category can only be categorized as "not available for reuse" after consultation with the LRA. With respect to disputed service craft, the approval of the ASN (I&E) is required.),

(b) identify if any of the service craft were being stored at the BRAC activity for mobilization reserve or distribution,

(c) ascertain if the service craft meets the known requirements of an authorized program of another Federal department or agency that would otherwise have to purchase similar service craft, or

(d) ascertain if the service craft is needed elsewhere in the national security interest of the United States.

(5) PEO EXW (PMS325), in consideration of the above, will provide disposition instructions for all service craft assigned to the BRAC activity.

3. Boat Allowance Requirements, Authorizations, Excessing and Disposal

a. Requirements

(1) Ship's Boats

(a) Initial authorized ship's boat allowances are established as part of the new construction program. Boat allowances for afloat activities are established on a situational basis by the CNO platform sponsor. Requests for changing these allowances shall be submitted via the chain of command and PEO EXW (PMS325) to the CNO platform sponsor, including a request for comments from the other fleet commander. The request must also include justification for allowance changes, type of boat, intended stowage location, information on structure of davit modifications, SHIPALTs required, effect of the change on weight and moment, cost impacts, and other pertinent information.

(b) The CNO platform sponsor will advise approval/disapproval of each ship's boat allowance change request by letter or message to the applicable support commander and PEO EXW (PMS325), with a copy to CNO (N43), NAVSURFWARCEN Det Norfolk VA, and the requesting user command/activity.

(2) Shorebased Boats. Requests for establishing or changing shorebased allowances shall be submitted via the chain of command, through the support commander, to PEO EXW (PMS325), with a copy to the CNO platform sponsor. Justification, including operational requirements such as speed, payload, size, special needs and intended end use, and a brief account of the alternatives examined that address cost, responsiveness, and reliability must be included in the request for the allowance change.

(3) Barges and Gigs. Barge and gig allowances are approved by CNO (N4). Policy for barges and gigs is contained in enclosure (3).

b. Authorizations. If a boat allowance increase is approved, NAVSURFWARCEN Det Norfolk VA will initiate action to issue the required boat from stock inventory. For ashore activities, if the required boat is not available in inventory, in-stock substitutes with similar characteristics may be offered. For ship's boats, if the required boat is not available, the allowance will remain unfilled until the required boat is available.

c. Replacement Requirements. PEO EXW (PMS325) is responsible for maintaining ready-for-issue (RFI) stock assets from excess boats returned to stock and from POM submissions for procurement of replacement standard boats such as 7-meter RIBs, utility boats, personnel boats, and work boats. PEO EXW (PMS325) will identify future POM requirements to each program sponsor for rehabilitation of existing excess boats returned to stock and for procurement funding requirements for new assets. For program sponsors who do not support the budget for standard boats, the custodian will be charged replacement costs for RFI boats. If available, non-RFI boats may be issued in as is condition without cost.

d. Notification of Transfer. User commands/activities shall notify NAVSURFWARCEN Det Norfolk VA within 15 days of each boat transfer/receipt. This notification shall be provided following the procedures in reference (e).

4. Excessing and Disposal of Boats

a. Excess Boats/Boats Damaged Beyond Economical Repair. When an activity (shorebased or afloat) determines that a boat is excess or damaged beyond economical repair, disposition instructions must be requested from NAVSURFWARCEN Det Norfolk VA via the chain-of-command. A boat inspection report, in accordance with reference (e), shall be provided with the request for disposition instructions. NAVSURFWARCEN Det Norfolk VA will review the report and determine if the boat should be turned in to stock or sent to disposal. Damaged boats determined not to be beyond economical repair by NAVSURFWARCEN Det Norfolk VA will not be replaced. If the boat is to be turned in to stock, NAVSURFWARCEN Det Norfolk VA will provide disposition instructions identifying the stock point. The custodian is responsible for returning the boat in RFI condition, in accordance with reference (e), for shipping the boat in a boat cradle, for preserving the boat and the propulsion system for long-term storage in accordance with reference (e), and for transportation cost to the stock point.

b. Special Procedures for Disposal of Boats at BRAC Activities:

(1) BRAC activities will provide a summary report of all boats assigned, identifying all boats to be retained by LRA and all boats that are excess, including excess availability dates, and all boats that will be transferred to other activities under the support commander to PEO EXW (PMS325) via the applicable support commander. The report will be prepared three years prior to base closure, and will be updated every six months.

(2) The transferring BRAC activity is responsible for accomplishing all required environmental testing, including PCB sampling and analysis surveys in accordance with reference (r) or as otherwise directed by COMNAVSEASYSOM (PMS333). If sampling and analysis surveys reveal regulated concentrations of PCBs, transfer to the local redevelopment authority will not occur until the regulated items are removed or the LRA negotiates an LRA/EPA PCB compliance agreement or other agreement concerning the management of unauthorized PCB items on board.

(3) Support commanders will determine and advise PEO EXW (PMS325) of BRAC activity boats that will not be turned over to the LRA and which are:

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(a) required for operations of a unit, function, component, or weapons system transferring to another installation, or

(b) required for the operation of another activity within the claimant for carrying out the activity's primary mission (Boats in this category can only be categorized as "not available for reuse" after consultation with the LRA. With respect to disputed boats, the approval of the ASN (I&E) is required.), or

(c) in excess of requirements and need to be turned in to stock or to disposal.

(4) PEO EXW (PMS325), upon receipt of the support commander's endorsement, will:

(a) determine if any of the BRAC activity boats are required for the operation of a unit, function, or component of another support commander,

(b) identify if any of the boats were being stored at the BRAC activity for mobilization reserve or distribution,

(c) ascertain if the boats meet the known requirements of an authorized program of another Federal department or agency that would otherwise have to purchase similar boats, or

(d) ascertain if the boats are needed elsewhere in the national security interest of the United States.

(5) PEO EXW (PMS325), in consideration of the above, will provide disposition instructions for all boats assigned to the BRAC activity.

POLICY FOR BARGES AND GIGS

1. Barges are assigned to flag officers according to the criteria discussed below. Gigs are assigned to afloat chiefs of staff; group, squadron, or division commanders; and commanding officers, not of flag rank, provided adequate boat stowage exists in the ships in which the gig is normally embarked and usage is sufficiently frequent to warrant long-term assignment of a gig to the specific billet. Gigs are assigned to these billets ashore strictly according to the criteria discussed below. All barges and gigs will be specifically authorized by the CNO and reflected in the SABAR. Requests for authorization will be submitted, via the chain of command, to the CNO (N4), with a copy to PEO EXW (PMS325), including specific justification.

a. Barges for ashore commands. When no other suitable means of transportation exists and there is a requirement to:

(1) visit ships at anchor or moored at other than an accessible pier facility, or

(2) conduct facility inspections, or

(3) host high level national, local and/or foreign government military dignitaries in an afloat setting.

b. Gigs for ashore commands. When no other suitable means of transportation exists and there is a requirement to:

(1) visit ships at anchor or moored at other than an accessible pier facility, or

(2) conduct facility inspections, or

(3) host local, national or foreign military or civilian leaders of at least the Captain (O-6) level or equivalent in an afloat setting.

2. Standard Items for Barges and Gigs

a. The standard items listed in of reference (e) are authorized for installation on board barges and gigs. Installation of items in barges in excess of standard items and accessories must be approved by type or fleet commanders for afloat commands, and by the immediate senior in command for shore commands. Such additional items must not impair the performance

Enclosure (3)

or characteristics of the boat or compromise safety. Before converting a boat to a barge or installing additional barge items, PEO EXW (PMS325) shall be notified and provided a weight and moment impact. PEO EXW will review weight and moment data to ensure there are no safety concerns. Installation of items in gigs beyond the standard items is not authorized.

b. The documents supporting the purchase and/or installation of items on board a barge or gig, other than consumables associated with normal maintenance, operation and safety of the boat, will exhibit the signature of the officer to whom the barge or gig is assigned.

3. Records of obligation/expenditures for maintenance and operation of the barge or gig will be maintained separately from those of other boats/craft assigned to the command.

4. Major repairs/ROHs, or disposal of barges and gigs due to age and deteriorated material condition and requests for replacement, will be accomplished under the guidelines set forth in reference (e).

5. Records of barge and gig usage will be maintained to substantiate authorized use of the barge or gig.

COMMANDERS AUTHORIZED TO APPOINT
SERVICE CRAFT MATERIAL INSPECTION BOARDS

<u>COMMANDER</u>	<u>RESPONSIBLE FOR</u>
Commander, Navy Region Northeast	Connecticut, Rhode Island, Massachusetts, Maine, New Hampshire, Vermont, New York, and New Jersey
Commander, Navy Region Mid- Atlantic	Pennsylvania, Delaware, Virginia (less Northern Virginia area assigned to COMNAVDIST Washington, DC), and North Carolina
Commander, Navy Region Southeast	South Carolina, Georgia, Florida (less Pensacola and Florida Panhandle area assigned to CNET), Puerto Rico, Cuba, West Indies, and Central and South America
Commander, Naval Air Force, U.S. Atlantic Fleet	Iceland
Commander, Navy Region Southwest	California
Commander, Navy Region Northwest	Oregon, Washington, and Alaska
Commander, Navy Region Hawaii	Hawaii and Islands of Midway, Jure, Wake, Johnson, Palmyra, and Kingman Reef
Commander, U.S. Naval Forces, Japan	Japan and Okinawa
Commander, U.S. Naval Forces, Korea	Korea
Commander, U.S. Naval Forces, Marianas	Guam, Federated States of Micronesia, Republic of Palau, and Commonwealth of Northern Marianas Islands

<u>COMMANDER</u>	<u>RESPONSIBLE FOR</u>
Commanding Officer, U.S. Naval Support Facility, Diego Garcia	Diego Garcia
Commander, Fleet Air, Mediterranean	Mediterranean Littoral (including Rota)
Commander, U.S. Naval Activities, United Kingdom	UK and Northern Europe
Chief of Naval Education and Training	Florida (Gulf Coast), Alabama, and Mississippi
Commander, Naval Reserve Force	Louisiana
Commander, Mine Warfare Command	Texas
Commander, Naval Training Center, Great Lakes, IL	Illinois, Indiana, Michigan, Ohio, Wisconsin, and portion of Minnesota bordering Lake Superior
Commandant, Naval District Washington, DC	National Capital Region
Superintendent, United States Naval Academy	Naval Station Annapolis

1. The authority to appoint Boards may not be delegated.

SERVICE CRAFT MATERIAL INSPECTION PROCEDURES

1. Periodicity

a. Active service craft will be inspected by Service Craft Material Inspection Boards three years from previous inspection. At no time will the interval between inspections exceed 54 months. Whenever possible, material inspections will be conducted six months prior to scheduled ROHs.

b. Inactive service craft will normally be inspected in accordance with reference (n).

c. Service craft on lease or loan will be inspected as provided for in the lease or loan agreement.

d. DSRV, DSV, and NR service craft inspection requirements and procedures are included in reference (y).

2. Scheduling

a. Prior to the start of each fiscal year, PEO EXW (PMS325) will provide each board authority with a listing of all service craft requiring a material inspection within the upcoming fiscal year. Copies of this correspondence will also be provided to applicable user commands/activities, support commanders, PRESINSURV, and NAVSHIPYD Puget Sound Det Boston MA (Code 284).

b. Upon receipt of the PEO EXW (PMS325) listing, each board authority will publish an inspection schedule for the upcoming fiscal year to ensure that all service craft under their jurisdiction, as provided in enclosure (4) of this instruction, are inspected. These schedules will be distributed to PRESINSURV, PEO EXW (PMS325), NAVSHIPYD Puget Sound Det Boston MA, as well as the applicable SPM, user commands/activities, support commanders, and custodians. The schedule will also indicate the board authority SCMIP Coordinator by name, code, and telephone number. Material inspections will be accomplished in accordance with the inspection schedule, which will include any special material inspection requirements submitted by service craft user commands/activities. By copy of the inspection schedule, support commanders will be notified of inspection dates and may participate as desired.

3. Responsibilities

a. Board Authorities. The commanders listed in enclosure (4) will establish a SCMIP that meets the requirements of this instruction. They will appoint Material Inspection Boards to inspect service craft within their jurisdiction (authority to appoint Boards can not be delegated). Copies of appointing letters will be provided to PEO EXW (PMS325), NAVSHIPYD Puget Sound Det Boston MA (Code 284), and PRESINSURV. The senior member of the Board shall be a commissioned officer, and should not be from the activity whose craft is being inspected. The board authority will endorse (see Tab A to this enclosure) and forward the senior member inspection report (see Tab B to this enclosure) to PEO EXW (PMS325), copy to PRESINSURV, within 30 days of the completion of the inspection.

b. SCMIP Coordinator. Each board authority will appoint a SCMIP Coordinator, whose responsibilities will include:

(1) Assisting the board authority to meet the requirements of this instruction.

(2) Develop local SCMIP procedures to implement this instruction and delineate the service craft custodian's responsibilities with regard to the SCMIP.

(3) Develop a roster of personnel available from local custodians, regional maintenance organizations, etc., to serve as senior member and functional area inspectors.

(4) Ensure that enough inspectors, with proper expertise, are assigned for each scheduled inspection. This includes reviewing the inspectors "credentials" to ensure qualification to properly examine the assigned service craft or equipment.

(5) Coordinate with the craft custodians to ensure the proper documents/maintenance history of the service craft (e.g. Current Ship's Maintenance Plan (CSMP), last docking report, last underwater hull inspection report, etc.) are provided to the Board by the custodian at the time of the inspection.

(6) Coordinate with the craft custodian to ensure that the craft's operational capabilities can be demonstrated to the Board (e.g. underway period for self-propelled craft).

(7) Coordinate with outside activities (PEO EXW (PMS325), Planning Yard, Regional Maintenance Activity) in executing the SCMIP.

(8) Issue a fiscal year schedule of service craft inspections based on the schedule requirements listing from PEO EXW (PMS325).

(9) Assist PRESINSURV during periodic reviews of the board authority's SCMIP.

c. Senior Member. Responsibilities of the senior member of the Material Inspection Board include:

(1) Determine the service craft's installed equipment and ensure the assigned inspection team members are adequate in number and qualifications to inspect the service craft. Deficiencies should be immediately identified to the SCMIP Coordinator.

(2) Coordinate with the custodian to determine the exact service craft inspection dates within the guidance provided by the board authority.

(3) Coordinate with the custodian to develop a schedule for the inspection that includes demonstration of all the craft's operational capabilities not covered by a current certification (e.g. Crane Certification, Drydock Certification).

(4) Review the service craft's last docking report and underwater hull inspection report. Identify any significant problems in the inspection report.

(5) Review the service craft's CSMP and other maintenance documentation. Identify any significant problems in the inspection report.

(6) Request input from the service craft's custodian or crew pertaining to the material condition of the craft and its current use. Identify any significant problems in the inspection report.

(7) Ensure the custodian is meeting the docking, underwater hull inspection, and other inspection and Planned Maintenance System (PMS) requirements for the service craft. Include any significant deficiencies noted during this review in the inspection report.

(8) Provide a copy of the service craft's operational capabilities to the inspectors to ensure these capabilities are thoroughly inspected (a copy of the service craft operational capabilities may be obtained by the custodian from PEO EXW (PMS325) or the Planning Yard).

(9) Personally attend and oversee the inspection, ensuring the inspectors accomplish a thorough inspection.

(a) The senior member, using the procedures in this enclosure and his own experience, should provide guidance to his inspectors, briefing them on the extent of the inspection and the availability of documentation provided by the board authority or the custodian, such as the craft's last docking report, underwater hull inspection report, CSMP, maintenance logs, Out of Commission (OOC) logs, etc.

(b) Ensure an operational check of all essential equipment is conducted by the appropriate inspectors.

(c) Ensure all operational capabilities are thoroughly inspected.

(10) Ensure all significant safety related deficiencies are immediately reported to the custodian and addressed in the inspection report.

(11) Collect the inspection results from the various assigned inspectors and prepare the inspection report including a single copy of the Report of Service Craft Material Inspection check list (Tab C to this enclosure). Ensure accurate and complete summaries of deficiencies in all areas are included in the report.

(12) Forward the inspection report (in the format of Tab B to this enclosure). Ensure a copy of the last underwater hull inspection report, prepared in accordance with reference (1) procedures, and applicable certifications (e.g. Report of Floating Crane Certification, Drydock Certification, etc.) are attached.

c. Functional Area Inspectors. Responsibilities of the assigned functional area inspectors include:

(1) Review the service craft's operational capabilities statement to ensure all equipment which support them are carefully inspected.

(2) Inspect all equipment that is within the inspector's cognizance.

(3) Operationally test all equipment within inspector's cognizance.

(4) Question the operators or custodian about known deficiencies and hazardous conditions.

(5) Be observant for any unsafe conditions, and ensure all safety related deficiencies are briefed to the senior member immediately.

d. Custodian. Responsibilities of the service craft custodian include:

(1) Develop and maintain a list of qualified personnel who can participate in service craft inspections. Provide this list to the SCMIP Coordinator.

(2) Maintain files for all service craft, ensuring all required documentation is available and current.

(3) Provide qualified operators to present and operate all equipment for the Material Inspection Board.

(4) Provide the inspection board senior member:

(a) The craft's last underwater hull inspection report.

(b) All inspection/certification reports (last Diesel Inspection, Crane Certification, Drydock Certification, Docking Report, etc.).

(c) Last service craft material inspection report.

(d) Current Ship's Maintenance Plan (CSMP).

(e) List of the service craft's known deficiencies and out of commission equipment.

(f) All other pertinent maintenance records.

4. Areas to be Inspected

a. General

(1) Visual Inspection. The craft's material condition will be visually inspected. This includes: an inspection of the equipment for loose, damaged, or missing parts; inspection for foreign material inside electrical switchboards or controllers; visual analysis of oil and water samples; visual inspection for external contamination of the equipment by oil, water, HAZMAT, etc; examination of equipment and craft structure for damage due to preservation coating loss and corrosion; inspection of gages for calibration, gas cylinders for hydrostatic test tags, relief valves for set point test tags, electrical equipment for electrical safety tags; and examination of all safety gear for proper assembly, accessibility, availability, and usefulness.

(2) Operational Test. The craft's equipment will be operationally tested to demonstrate the functionality of the equipment. Operational testing will be conducted at the parameters the equipment is normally operated at. The tests will be done in accordance with approved operating procedures, PMS, and the applicable technical manuals. The inspectors will observe the equipment to answer the following questions: is the equipment operating within its prescribed parameters and specifications; are there unusual or unexpected sounds, vibrations, leaks, arcs, sparks, or smells associated with the operation of the equipment; and can the equipment be safely operated? The ultimate question the inspector has to answer about the equipment is: does the equipment fulfill the applicable operational capability requirements of the craft, and will it continue to do so in the future?

(3) Record Review. Each inspector will review the applicable craft logs, OOC list, CSMP, certification reports, last material inspection report, etc., to determine deficiencies that have not been corrected.

b. All Inspectors. Each inspector will complete a Report of Service Craft Material Inspection check sheet (Tab C). All deficiencies will be listed on sheets attached to the inspection check list and provided to the senior member with the completed check list. Deficiencies that resulted in a "marginal" or "unsatisfactory" condition being recorded on the Service Craft

Material Inspection check list will be clearly indicated as such and fully explained in the deficiency listing. The applicable deficiency listing item will be referenced in the remarks section of the inspection check list. Deficiencies that degrade a craft's ability to accomplish its overall mission or an assigned operational capability will be fully explained and listed in a separate section of the deficiency listing. Safety deficiencies will also be listed in a separate section of the deficiency listing.

c. Structural Inspector. Using the inspection check list, the structural inspector shall thoroughly inspect the service craft's exterior and interior hull structure for soundness. Significant areas requiring preservation will be identified as specific deficiencies. All doors, hatches and scuttles will be inspected to PMS standards and deficiencies documented. The craft's ground tackle, life lines, stanchions, life jackets, life rafts, life rings etc., will be inspected. The structural inspector will review the tank/void inspection records, noting the last time the tank/void was cleaned and visually inspected. He will report all the discrepancies that are still outstanding from the last tank/void report as well as any new items that he is able to determine from soundings, tank level indicator checks, or visual inspection of the tank/void and exterior/adjoining bulkheads. Particular attention should be paid to tanks/voids that constitute the craft shell both above and below the waterline. For each craft tank/void he will annotate in the attachment to the Report of Service Craft Material Inspection check list the date that each tank/void was last entered for inspection, and any significant deficiencies associated with each tank/void.

d. Mechanical Inspector. Using the inspection check list, the mechanical equipment inspector shall review and operationally check all of the craft's installed mechanical, propulsion and power generating equipment. An underway period for all self-propelled craft shall include a test of the propulsion plant operation at full power. Steering gear checks shall be conducted and will include high speed rudder testing and precision maneuvering.

e. Electrical Inspector. Using the inspection check list, the electrical inspector shall review and operationally check all of the craft's installed electrical equipment. A thorough check for electrical safety deficiencies will be conducted.

f. Navigation Inspector. Using the inspection check list, the navigation inspector will inspect and operationally test all installed navigation equipment. The underway period for self-propelled craft will include a demonstration of the accuracy of electronic aids to navigation and verify visibility from the pilot house.

g. Communications Inspector. Using the inspection check list, the communication equipment inspector will inspect and operationally test all installed communication gear. A thorough review for electronic safety deficiencies will be conducted.

h. Damage Control Inspector. Using the inspection check list, the damage control inspector will inspect all DC gear. Where appropriate, operational demonstration of DC gear will be conducted. The inspection will include at a minimum: an inspection/inventory of all damage control lockers; all CO2 cylinders will be inspected and hydrostatic test tags will be reviewed for periodicity; all fire hoses will be inspected for current hydrostatic testing, condition and stowage; all fire fighting stations will be inventoried; all submersible pumps will be inspected and operationally tested; and all OBSs/SCBAs will be inspected and their PMS documentation will be reviewed.

i. Habitability Inspector. Using the inspection check list, the habitability inspector will inspect the general condition of the interior of the craft and spaces/equipment designed to provide for the crew's habitability. The habitability inspector will also verify compliance with Navy Occupational Safety and Health (NAVOSH) programs specified in reference (z) and Environmental Protection for forces afloat specified in reference (aa), in particular chapter 19.

5. Reporting

a. The inspection report will be as concise as practicable, but will accurately reflect the condition of the craft, and will identify all deficiencies that detract from the service craft's fitness for naval service and/or degrade its ability to carry out assigned missions. Following the format provided by Tab B to this enclosure, the inspection report will include:

(1) A statement that the craft is fit for further service or unfit for further service. Rationale, including cost data, must be provided for an unfit finding.

(2) A statement regarding the timing of the craft's next ROH (can be deferred, conduct as scheduled, repairs required prior to scheduled ROH).

(3) A statement concerning adequacy of routine maintenance.

(4) A statement concerning presence of safety deficiencies.

(5) A statement concerning ability of craft to carry out operational capabilities.

(6) A listing of significant deficiencies by functional area.

(7) A list of the inspectors and their functional areas.

b. Original reports of all service craft material inspections shall be sent to the applicable board authority. The board authority will endorse and forward the report to PEO EXW (PMS325) with copies to the service craft user command/activity, PRESINSURV, the applicable support commander, NAVSHIPYD Puget Sound Det Boston MA (Code 284), the service craft SPM, and to the senior member of the board conducting the inspection.

c. In the endorsement the board authority may address plans for repairs, reclassification, recommendations for disposal (if applicable), etc., as desired.

FORMAT OF BOARD AUTHORITY ENDORSEMENTS
OF INSPECTION REPORTS

From: (Service Craft Board Authority)
To: Program Executive Officer, Expeditionary Warfare (PMS325)
Subj: REPORT OF MATERIAL INSPECTION OF (CRAFT DESIGNATION)
Ref: (a) OPNAVINST 4780.6D
Encl: (1) Senior Member, Service Craft Material Inspection Board
ltr 4780 Ser____, dated ____.

1. Enclosure (1) is forwarded in accordance with reference (a).
2. (Comment as desired by board authority)

/Signature Board Authority/

Copy to:
COMNAVSEASYS COM (SEA 08) (for YRR)
NCC Lester PA (Code 09W) (for YD, YFP, YMN, and YPD)
NAVSHIPYD Puget Sound (for YTT)
PRESINSURV Norfolk VA
NAVSHIPYD Puget Sound Det Boston MA (Code 284)
(Support Commander)
(Craft Custodian/User Command)
(Senior Member of Board Conducting Inspection)

FORMAT OF SERVICE CRAFT MATERIAL INSPECTION REPORT

4780
Ser

From: (Senior Member, Service Craft Material Inspection Board)
To: (Board Authority)

Subj: REPORT OF MATERIAL INSPECTION OF (CRAFT DESIGNATION)

Ref: (a) (Convening Board Authority Reference)
(b) OPNAVINST 4780.6D

Encl: (1) Report of (Craft Designation) Material Inspection
Check List
(2) List of Deficiencies
(3) Report of (Craft Designation) Underwater Hull
Inspection
(4) Report of (Craft Designation) Floating Crane/
Drydock/Etc. Certification (if applicable)

1. In accordance with references (a) and (b), the Service Craft Material Inspection Board conducted a material inspection of (Craft Designation) on (Inspection Date) at (Location). The detailed inspection results are provided in enclosures (1) and (2). Enclosure (3) provides a copy of the current Report of Underwater Hull Inspection for (Craft Designation). The Report of (Craft Designation) (Floating Crane/Drydock, etc. Certification - if applicable) is contained in enclosure (4).

2. Findings. The (Board) finds:

a. That (Craft Designation) is fit for further service.

-OR-

a. That (Craft Designation) is not fit for further service, and it is the opinion of the board that the cost of correcting deficiencies listed in enclosures (1) and (2) is disproportionate to the value of the craft. (This recommendation must be supported by results of a current underwater hull inspection.) The board therefore recommends:

TAB B to Enclosure (5)

Subj: REPORT OF MATERIAL INSPECTION OF (CRAFT DESIGNATION)

(1) That (Craft Designation) be stricken from the Naval Vessel Register.

(2) That all usable equipment, as designated by the cognizant technical systems commands, be removed from the service craft prior to disposal.

(3) That the service craft be disposed of in accordance with applicable regulations.

b. That there are no material deficiencies of a magnitude that would require scheduling of (Craft Designation) for a Regular Overhaul (ROH) on (Date of Next Scheduled ROH). It is recommended that this overhaul be deferred until fiscal year (Fiscal Year). (This recommendation must be supported by results of a current underwater hull inspection. However, the deficiencies noted in enclosures (1) and (2) should be corrected to restore maximum operational capability.

-OR-

b. That there are no material discrepancies of a magnitude that would preclude (Craft Designation) from carrying out its primary mission until its next scheduled ROH. All items listed in enclosure (1), however, must be corrected to restore maximum operational capability.

-OR-

b. That there are certain material deficiencies that significantly degrade operational capabilities required to support the mission of (Craft Designation), and should be corrected as soon as possible. These are listed in paragraph 3.

All items listed in enclosure (1) must be corrected to restore maximum operational capability.

c. That the performance of routine maintenance is adequate and effective. This finding is based upon the general observation of the material condition of the craft and its installed equipment.

-OR-

Subj: REPORT OF MATERIAL INSPECTION OF (CRAFT DESIGNATION)

c. That, based upon the general observation of the material condition of the craft and its installed equipment, the performance of routine maintenance in the following areas is neither adequate nor effective:

(EXAMPLES BY AREA WITH SPECIFIC SYSTEMS CITED)

d. That no significant safety deficiencies exist.

-OR-

d. That there are certain safety deficiencies that are likely to cause serious injury to personnel or damage to important material. A complete list of safety deficiencies is provided in enclosure (2). The most significant are:

- (1) List significant deficiencies.
- (2)

e. (For YD, Floating Cranes, only.) As evidenced by enclosure (4), (Craft Designation) was last certified on (date) and meets the 12 months certification requirement.

-OR-

e. (For YD, Floating Cranes, only.) As evidenced by enclosure (4), (Craft Designation) was last certified on (date) and requires recertification before continued operation.

3. Operational Capabilities.

a. The following operational capabilities specified by PEO EXW for (Craft Designation) were examined. (list all operational capabilities)

b. Of these, none were considered degraded

-OR-

b. The following operational capabilities were degraded for the reasons indicated:

PEOEXWINST 4780.1

Subj: REPORT OF MATERIAL INSPECTION OF (CRAFT DESIGNATION)

(1) (Operational Capability) was degraded because (state reason).
(2) etc.

4. The following provides the most significant deficiencies in each functional area:

a. Structural:

(1) List deficiencies(include significant tank/void deficiencies or the fact that the tanks/voids have not been opened for inspection for an extended period of time.
(2)

b. Mechanical:

(1) List deficiencies
(2)

c. Electrical:

(1) List deficiencies
(2)

d. Navigation:

(1) List deficiencies
(2)

e. Communication:

(1) List deficiencies
(2)

f. Damage Control

(1) List deficiencies
(2)

g. Habitability:

Subj: REPORT OF MATERIAL INSPECTION OF (CRAFT DESIGNATION)

(1) List deficiencies(include NAVOSH and EP Program deficiencies.)

(2)

5. The inspection personnel and their assigned functional areas were:

(List inspectors and assigned functional areas)

6. The Board Senior Member was (Name), (Command) (Phone Number)

/Signature of Senior Member/

REPORT OF SERVICE CRAFT MATERIAL INSPECTION

LOCATION		CUSTODIAN POINT OF CONTACT/CODE/TEL		SERVICE CRAFT NO.	
				DATE INSPECTED	
UTILIZATION (DESCRIBE HOW CRAFT IS BEING USED)					
LENGTH		BREADTH		DRAFT	
WHERE BUILT				DATE PLACED IN SERVICE	
DATE AND LOCATION OF LAST REGULAR OVERHAUL				DATE AND SCHEDULE OF NEXT REGULAR OVERHAUL	
DATE AND LOCATION OF LAST DRYDOCKING				DATE OF NEXT SCHEDULED DRYDOCKING	
SHIP'S SELECTED RECORDS (STATE REMARKS, IF ANY)					
ON FILE <input type="checkbox"/> YES <input type="checkbox"/> NO CURRENT & ACCURATE <input type="checkbox"/> YES <input type="checkbox"/> NO					
GENERAL HISTORICAL DATA (USE ADD'L SHEET, IF NECESSARY)					
MODIFICATIONS ALTERATIONS ACCOMPLISHED (IF NONE, SO STATE. USE ADD'L SHEET , IF NECESSARY)					

REPORT OF SERVICE CRAFT MATERIAL INSPECTION

SERVICE CRAFT NO.

	ITEM	CONDITION (X) AS APPLICABLE					REMARKS	
		NOT APPLICABLE (X)	SAFETY	SATISFACTORY	MARGINAL	UNSATISFACTORY	NOT INSPECTED (X)	
STRUCTURAL	OUTSIDE SHELL ABOVE WATERLINE							
	OUTSIDE SHELL BELOW WATERLINE							
	INSIDE SHELL AND FRAMING							
	TANKS & VOIDS (LIST):							
	DECKS AND FLATS							
	DOORS AND HATCHES							
	SUPERSTRUCTURE							
	MAST AND RIGGING							
	FENDERING							
	LIFE LINES AND RAILS							
	TOWING BITS/CHOCKS/CLEATS							
	BULKHEADS							
	CATHODIC PROTECTION							
	WINDOWS/WIPERS							
MECHANICAL	HULL AUXILIARIES							
	STEERING SYSTEM							
	ANCHOR GEAR							
	WINCHES/CAPSTANS							
	UNDERWATER MACHINERY							
	HOISTS/CRANES							
	HEATING/VENTILATION							
	AIR CONDITIONING							
	PROPULSION ENGINES							
	REDUCTION GEAR							
	CLUTCHES/COUPLINGS							
	SHAFTING/SHAFT BRAKE							
	FUEL SYSTEM							
	FUEL TRANSFER SYSTEM							
	STEAM SYSTEM							
	LUBE OIL SYSTEM							
	MISC PUMPS							
	TUG MONITOR SYSTEM							

REPORT OF SERVICE CRAFT MATERIAL INSPECTION

SERVICE CRAFT NO.

		ITEM	CONDITION (X) AS APPLICABLE					REMARKS
			NOT APPLICABLE (X)	SAFETY	SATISFACTORY	MARGINAL	UNSATISFACTORY	
MECHANICAL		SEA WATER SYSTEMS						
		POTABLE WATER SYSTEM						
		AIR SYSTEM/COMPRESSORS						
		CHT/SEWAGE SYSTEM						
		LAGGING/INSULATION						
		LIFE RAFT(S)/BOATS						
ELECTRICAL		GENERATORS						
		SWITCHBOARD/PANELS						
		CABLE AND WIRING						
		ELECTRICAL CONTROLLERS						
		INTERIOR LIGHTING						
		EXTERIOR LIGHTING						
		BATTERIES/BATTERY CHARGER						
NAVIGATION		STEERING CONTROL						
		COMPASS (MAG/GYRO)						
		PROPULSION CONTROLS						
		NAV LIGHTING						
		AFT CONTROL EMERG. STATIONS						
		RADAR						
		SONAR/DEPTH FINDER						
COMMUNICATION		RADIO TRANSMITTING/RECEIVING						
		INTERIOR COMMUNICATION						
		ANTENNAS						
		WAVEGUIDES						
		TRANSMISSION LINES						
		SOUND POWERED TELEPHONES						
DAMAGE CONTROL		FIRE PUMPS AND PIPING						
		FIRE FIGHTING EQUIPMENT						
		FIRE SUPPRESSION SYSTEMS						
		FIRE/SMOKE DETECT/ALARM SYS						
		PROPULSION ALARMS						
		FLOODING DETECTION/ALARM SYS						
		SAFETY ALARMS						
		DC LOCKER						
		WATERTIGHT INTEGRITY						
		FLAMMABLE/HAZARDOUS MAT LOCKERS						

REPORT OF SERVICE CRAFT MATERIAL INSPECTION

SERVICE CRAFT NO.

		ITEM	CONDITION (X) AS APPLICABLE				REMARKS
			SAFETY	SATISFACTORY	MARGINAL	UNSATISFACTORY	
NOT APPLICABLE (X)							
HABITABILITY		EXTERIOR PRESERVATION					
		INTERIOR PRESERVATION					
		GALLEY					
		REFRIGERATION UNITS					
		MESS AREA					
		STATE ROOMS					
		OFFICE SPACES					
		TRAINING SPACES					
		WORK SPACES					
		BERTHING SPACES					
		STOREROOMS					
		LAUNDRY					
<p>SUMMARY RESULTS OF LAST UNDERWATER HULL INSPECTION (OBTAIN COPY AND SUMMARIZE RESULTS OF MOST RECENT UNDERWATER HULL INSPECTION. INCLUDE COPY OF INSPECTION REPORT AS ENCLOSURE (3).</p>							
<p>FOR YD, FLOATING CRANES ONLY. OBTAIN COPY AND SUMMARIZE RESULTS OF MOST RECENT FLOATING CRANE CERTIFICATION. INCLUDE COPY OF CERTIFICATION AS ENCLOSURE (4).</p>							
<p>FIT FOR FURTHER SERVICE: <input type="checkbox"/> YES <input type="checkbox"/> NO (IF SERVICE CRAFT DETERMINED UNFIT FOR FURTHER SERVICE, ESTIMATED COSTS TO RETURN CRAFT TO FIT FOR FURTHER SERVICE CONDITION. USE ADD'L SHEET IF NECESSARY.)</p>							

REPORT OF SERVICE CRAFT MATERIAL INSPECTION

PEOEXWINST 4780.1
SERVICE CRAFT NO.

FINDINGS (USE ADD'L SHEET, IF NECESSARY)

RECOMMENDATIONS (USE ADD'L SHEET, IF NECESSARY)

SIGNATURES/DATE

(SENIOR MEMBER - NAME AND RANK)

(CUSTODIAN REPRESENTATIVE - NAME AND RANK)
(CERTIFIES INSPECTION CONDUCTED)

OVERHAUL CYCLES FOR ACTIVE SERVICE CRAFT

1. Regular overhaul (ROH) cycles for service craft other than berthing and messing barges are as follows:

<u>Type Service Craft</u>	<u>ROH Interval</u>
Self-propelled	6 yrs
Non-self-propelled with machinery	6 yrs
Non-self-propelled without machinery	8 yrs
Floating Drydocks	6 yrs

2. ROH cycles for berthing and messing barges are as follows:

<u>Description</u>	<u>Interval</u>
Refurbish/renovate	4 yrs
ROH	8 yrs

3. Maintenance cycles for LCACs shall be as specified in the Class Maintenance Plan for Landing Craft, Air Cushion.
4. Deviations from service craft standard overhaul cycles will vary with local conditions and type of hull construction. Submit request for deviation via the chain of command and the SPM to PEO EXW (PMS325).
5. These overhaul cycles do not apply to the USS CONSTITUTION, or to other historical vessels with inventory records maintained in the SABAR.
6. Support commanders should develop and implement a program to assure adequate organizational and intermediate maintenance during the operating cycle.
7. Maintenance standards for service craft OSIR are included in reference (n).

SERVICE CRAFT ALTERATION REQUEST

FROM:	Date:				
	Serial/File No:				
TO: (Applicable Service Craft SPM)					
VIA:	References:				
Alteration Request No.: <table border="1"><tr><td></td><td></td><td></td><td></td></tr></table>					Enclosures:

1. Alteration Brief (Limit to 30 Characters):

[illegible]

2. Category: _____ Safety _____ Mission Reliability
 _____ Military _____ Maintenance
 _____ Technical _____ Legal Compliance

3. Applicable Service Craft: (Hull Type/Number)

4. Accomplish By: _____ Ships Force _____ Tender/IMA
Industrial Activity _____ AIT

5. Recommend SHIPALT Type: K K-P D F

6. Purpose of Alteration:

7. Alteration Description:

8. Material Requirements:

9. Estimate Weight and Moment Change:

10. Estimate Weight and Moment Compensation:

11. Detailed Location: Frame _____ Deck _____

Compartment _____

12. Impact If SHIPALT Is Not Developed/Installed:

13. Requesting Activity Point of Contact:

NAME _____

CODE _____

TELEPHONE: A/V () _____ COMM _____

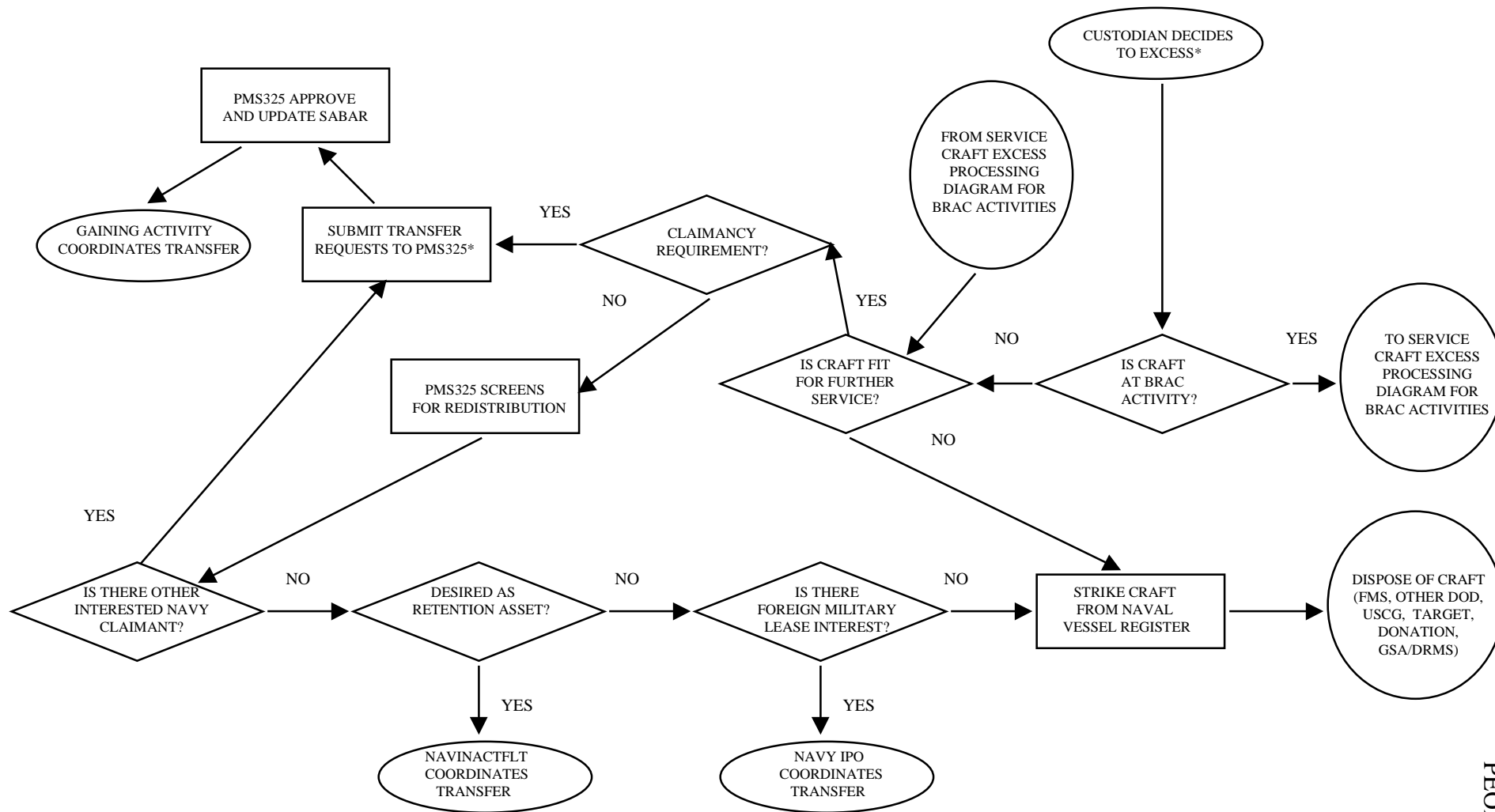
FAX () _____

INTERNET ADDRESS: _____

Signature and Title:

Copy to:

SERVICE CRAFT EXCESS PROCESSING DIAGRAM



* ALL CUSTODIAN CORRESPONDENCE REPORTING CRAFT EXCESS OR REQUESTING ALLOWANCE INCREASE SHALL BE SUBMITTED TO PEO EXW (PMS325) VIA CHAIN OF COMMAND AND APPLICABLE SHIP'S PROGRAM MANAGER. REPORTS OF EXCESS MUST BE ACCOMPANIED BY A CURRENT (LESS THAN 12 MONTHS) MATERIAL INSPECTION REPORT.

SERVICE CRAFT EXCESS PROCESSING DIAGRAM FOR BRAC ACTIVITIES

PEOEXWINST 4780.1

Enclosure (8)

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